



### Application Form for Smoking Cessation Health Talk

#### **Notes to Applicant:**

1. Please complete the form and fax to **2575 8944** or email to **tobaccocontrol@dh.gov.hk**.
2. Upon receiving the application form, staff of the Tobacco and Alcohol Control Office will contact the applicant to confirm the details within 3 working days.
3. For enquiries, please call **2961 8823**.

#### **(A) Objectives**

Health hazards of smoking will be explained to the participants so as to raise the smokers' motivation to quit smoking. Methods and drugs for quitting smoking as well as clinic services will be introduced.

#### **(B) Details**

1. Attendance:     20-50             51-70             Other \_\_\_\_\_
2. Duration:        45 minutes     1 hour             Other \_\_\_\_\_
3. Time:            \_\_\_\_\_
4. Date:            (Option 1) \_\_\_\_\_ (Option 2) \_\_\_\_\_
5. Language:       Cantonese             English
6. Venue:           \_\_\_\_\_

#### **(C) Applicant's Information**

Name of organization / institution:	
(English)	
(Chinese)	
Address:	
Contact Person:	Post:
Telephone no.:	Fax:
Email:	

## **Notice of Collection of Personal Data**

### 1. Purpose of Collection

- i. The personal data provided will be used by the Department of Health (“DH”) for processing your application.
- ii. The personal data collected will be retained no longer than necessary for the fulfillment of the above purpose.
- iii. The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to provide the requested service to you.

### 2. Classes of Transferees

The personal data you provide are mainly for use within DH but they may also be disclosed to other Government bureaux/departments or relevant parties for the purposes mentioned in Section 1 above, if required. Apart from this, the data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

### 3. Access to Personal Data

You have the right of access and correction with respect to your personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by you during the occasions as mentioned in Section 1 above. A fee may be imposed for complying with a data access request.

### 4. Enquiries

Enquiries concerning personal data provided, including the making of access and corrections, should be addressed to Senior Executive Officer, Tobacco and Alcohol Control Office, Department of Health, Room 1801, 18/F, Wing On Kowloon Centre, 345 Nathan Road, Kowloon.